

MEMORANDUM

DATE: February 9, 2021
TO: Misty Brown, Collin County Director of Developmental Services
FROM: Stephen E. Vitasek, Collin County Courthouse Cafe
Subject: Contract Changes

For the duration of our contract we have been responsible for certain items that belong to the county and have maintained/repared these items at our expense. We have been very cognizant of the relationship with the county and take care of the facility as if we owned it ourselves. This is evidenced by the low number of repairs the county is required to do on the other equipment. However, at this time it has become financially impossible for us the continue this practice.

While I didn't look up the exact figures or dates, these are some the repairs we have made over the last three-five years:

Open Front Refrigerator Unit (Left)	\$2500	Replaced condenser unit
Open Front Refrigerator Unit (Right)	\$3000	Replaced condenser unit/Controller
Fridge/Freezer Combo	\$1200	Replaced condenser unit
Sandwich Unit (Left)	\$350	Repaired unit
Fridge/Freezer Combo	\$1800	Replaced mother board
Sandwich Unit (Right)	\$350	Repaired unit
Drawer Units	\$1000	Repaired unit
Ice Machine	\$400	Repaired unit (froze up)

We also just replaced gaskets on all the units to ensure health department compliance.

First quarter of 2020 looked so good at the time. We were having a great start to the year when the bottom fell out with the Covid-19 Crisis. Our business was immediately impacted due to declarations of emergency at the state and county level and the closure to the public of the courthouse. The subsequent draw-down of county employees to work from home, made it necessary by April to lay off five (5) employees, which was two thirds of the work force.

We had no assistance until obtaining a PPP loan in August and a City of McKinney grant in September. All the funds from these assistance programs were used to add an additional employee back to the café and pay payroll. All these funds were exhausted by December 2020.

We have applied for a second round PPP funding and are waiting to see what will happen. At this time and at current sales of less than \$500 a day, we cannot sustain the business much longer. Approval of the assistance funding will enable us to stay open approximately four (4) months at current sales, but this leaves no funds for anything but keeping food and employees working.

We are asking the county to take over maintenance of all items owned by the county so that we can continue to keep the doors open.

Currently, we have the following items needing repair at this time from normal wear and tear:

- Open Front Refrigerator Unit (Left) – goes into defrost and leaks water 12/05
- Open Front Refrigerator Unit (Right) – completely out, trips breaker 1/26
- Fridge/Freezer Combo – Freezes up, must be manually defrosted weekly 6/20
- Drawer Units – not working don't know why 12/28
- Sandwich Unit (Left) and (Right) – leak water from underneath.
- Ice Machine – Stopped working 2/4